

Professional and Managerial Branch
Planning Group
Traffic Planning Series

TRAFFIC CONTROLS PLANNING SUPERVISOR

08/89

CHARACTERISTICS OF THE CLASS:

Under general supervision, supervises, coordinates and designs the planning and installation of traffic engineering controls such as pavement markings, medians and school zone flashers; performs related duties as required.

EXAMPLES OF DUTIES:

Researches and analyzes traffic control requirements for school zones; insures school zone markings and flashers comply with federal, state and local rules and regulations; supervises the design of channelization of streets to facilitate the safe and orderly movement of vehicles and pedestrians; performs surveys of high-accident sites and makes recommendations; designs and supervises traffic studies, surveys and field investigations.

Offers information to and approves plans of builders, engineers and architects regarding off-street parking, driveways, median cuts and acceleration/deceleration lanes; designs alternate route plans and markings to control, safeguard and channel traffic around blocked streets; researches requirement for new parking meters or modification of existing meters and makes recommendations.

Supervises, trains and evaluates assigned personnel; enforces established rules and regulations standards of conduct and work attendance and safe working practices and procedures; prepares reports and maintains records.

MINIMUM QUALIFICATIONS:

Training and Experience: Graduation from an accredited college or university with a Bachelor's Degree in Planning, Civil Engineering, Design Technology or related field and four years experience in professional traffic planning, including two years of supervisory experience; or an equivalent combination of training and experience.

Knowledge, Abilities and Skills: Considerable knowledge of traffic engineering controls; considerable knowledge of drafting; considerable knowledge of federal, state and local rules and regulations governing school zones and pedestrian crossings; good knowledge of supervisory techniques, standards of conduct, work attendance and safe working practices and procedures.

Ability to supervise, train and evaluate assigned personnel; ability to plan and conduct traffic control planning studies; ability to establish and maintain effective working relationships with fellow employees, officials and the general public; ability to express oneself clearly and concisely, both orally and in writing.

Physical Requirements: Perform special assignments on weekends and after working hours; operation of a motor vehicle through City traffic; mobility within an office and field environment.

Licenses and Certificates: Texas Class "C" Driver's License or equivalent license issued by another state.

Director of Personnel

Department Head